POLICY STATEMENT:

To ensure quality of patient care and protection of patient rights while enabling medical students to participate in appropriate learning experiences in the TTUHSC Ambulatory Clinics.

SCOPE:

This policy applies and will be distributed to all TTUHSC Ambulatory Clinics.

PROCEDURE:

1. **Medical Students** – The following guidelines will apply to medical students’ participation in appropriate learning experiences.

   a. Students may see patients under the supervision of an attending physician or resident. (The broad definition of supervision is used)

   b. Students may have access to specific patient charts, x-rays, and lab results as assigned by attending physicians or resident. Patient charts may not be removed from the clinic and it is the students’ responsibility to return charts to the correct location.

   c. When students are in the clinics, they will be in proper dress and be identifiable as students. Students will wear the appropriate professional attire with name tags issued by their school which clearly identifies the individual as a TTUHSC student.

   d. First and second year medical students may observe patient care activities with the permission of the attending physician and participate in patient care activities if they are directly associated with the early clinical experience course.

   e. Third and fourth year medical students may perform diagnostic and therapeutic procedures with the permission and supervision of the attending physician and/or resident as part of their regular teaching program.

   f. Orders written by medical students will not be honored by the nursing unit or ancillary personnel unless countersigned by a resident or attending physician.

   g. All Physical examinations performed by a medical student involving sensitive areas such as the breast, pelvis, rectum or genitals shall only be performed with a resident or faculty in the room.

   h. The medical student’s documentation of history of present illness, physical examination and medical decision making are used solely for educational purposes. Medical students will not be used as scribes for items such as history of present illness, physical examination and medical decision making since this does not enhance the learning experience.

   i. Billing is done for services of the faculty member only.
j. Attending physicians, residents or non-physician providers may reference medical student documentation of chief complaint, review of systems, past medical family/social history for billing purposes after their review of these notes, comment and signature.

k. Signed medical student documentation shall become a permanent part of the medical record after appropriate review, comment, and signature by the responsible professional staff member.

l. Professional staff members may correct entries made by medical students by crossing through the error with a single line, inserting the correct information, adding date and time, and signing at the end of the entry.

2. Nursing Students
   a. Nursing Students may interact with patients under the supervision of a licensed nurse.
   b. Students may have access to patient information as warranted and permitted by preceptor.
   c. Students will be in proper dress and identifiable as students.

APPROVAL AUTHORITY:

This policy shall be recommended for approval by the Joint SOM Policy Committee to the Regional Deans with final signatory authority by the Deans, School of Medicine.

RESPONSIBILITY AND REVISIONS:

It is the responsibility of the Joint SOM Policy Committee to review and initiate necessary revisions based on collaboration and input by and through Quality Improvement/Performance Improvement and Risk Management. Administrative and technical management of this policy, including web site maintenance, will be the responsibility of the Lubbock Office of Performance Improvement.

| Signatory approval on file by: | Steven L. Berk, MD |
|                              | Dean, School of Medicine |
|                              | Jose Manuel de la Rosa, M.D. |
|                              | Dean, School of Medicine, El Paso |